

## NOTICE

**Municipal Services Committee**  
Regular Meeting  
Tuesday, June 29th, 2021 at 5:00 pm

Due to social distancing guidelines this meeting will be conducted via web conference at: [meet.google.com/wje-xuct-mbr](https://meet.google.com/wje-xuct-mbr). The public may also use the teleconference option at +1 (315)-801-9407 then enter conference pin: 863 831 330#

## MINUTES

### 1. Call meeting to order

Meeting called to order 5:01 PM

### 2. Roll call.

Committee Chair Jim Brooks and Aldermen Gene Lewis in attendance. Also, in attendance were: Dale Roberts DPW, Kerry Lindroth W&L, Donna Hammett, Chad Renly, Julie Roberts, Nick Bubolz Town & Country, Amy Wanek WPPI, Bill Hurley. Aldermen Ben Ladick arrived at 5:19 PM.

### 3. Civility Reminder

### 4. Motion to approve the agenda as presented.

Brooks/Lewis approved 2-0

### 5. Motion to waive the reading and approve the minutes as printed from the May 25th, 2021 regular Municipal Services Committee meeting.

Brooks/Lewis approved 2-0

### 6. Motion to waive the reading and approve the minutes as printed from the June 1<sup>st</sup>, 2021 Special Municipal Services Committee meeting.

Brooks/Lewis approved 2-0

### 7. Citizen appearances other than agenda items.

- None

### 8. Review of sanitary sewer billing adjustments. (Jan, Apr, Jul, Oct)

**Motion to approve a sewer credit in the amount of \$998.30 for account 17-1500-00**

**Motion to approve a sewer credit in the amount of \$830.80 for account 30-6601-00**

Committee would like more account information before approving sewer credits, will add to next month's meeting.

### 9. Director's Report

#### a. Parks and Recreation Report

Renly stated the Ray and crew have been working on getting the Park ready for the 4<sup>th</sup> of July.

The new 2” water line has been bored in at the upper shelter bathroom. They are looking to tap it tomorrow morning (June 30<sup>th</sup>), get the plumber in, and depending when Jeremy can get there, hoping to have it up and running by the 4<sup>th</sup>.

Brooks asked for pool update: pool is filled, repairs seem to be holding.

**b. Emergency Action Plan Addition - Load Shedding**

Nothing New

**c. Water Rate Case (Placeholder)**

There have been emails back and forth, we received an email stating that the PSC has gotten all our answers to the questions. Now we are waiting to hear the PSC decision.

**d. EPA Water Risk & Resilience Assessment / Emergency Response Plan**

Amy from the DNR came in and did an in-house inspection of our records.

Everything went fairly well. Amy wants an updated map of our system; this is something that we have been working on. After the work is done on First and Second streets, we will be sending Amy new maps.

New regulations came through the DNR/EPA asking for our Emergency Response Plan, Nick and Chad have been working on this and everything has been submitted.

**e. AMI Project (Placeholder)**

(1) Current AMI count remaining- Elec: **0** Water: 263

All the letters were sent and we have gotten a good response from customers so the number of 263 has changed. The PSC is on ok on this Water meter AMI technology change out project.

**f. Lake Leota Dam Repair Update (Placeholder).**

Cost are being put together for an aesthetic look for the creek wall portion of the dam, they are saying that the cost is going to be high, the engineer from Jewel & Assoc. is recommending a plain concrete wall. If we went with the aesthetic route, every block has to be custom made to fit and, in the winter, could pop off, repairs would be costly. Renly is having them come up with a number to present to the Historical Committee.

**g. Municipal Services building expansion progress report.**

- **Motion to recommend to Common Council the contract with 1848 Construction.**

On page 16, 1848 wanted to be protected, if there was a spike in cost of materials that they could submit the change order. Mark Koepp looked at the contract, and he didn't have any problem with the contract once the language was changed in this section.

Brooks made a motion to recommend the contract with 1848 to Common Council, 2<sup>nd</sup> by Lewis. Motion Carried 3-0

- **Sketchworks Architecture office space design proposal discussion.**

**Additional office space for Utility Clerks staff.**

Bill, Jason and Chad sat down and talked about the possibility of moving the Billing clerks down to the shop. It would be a 20x50 office area. Brooks stated the in light of the financial discussion, we are not ready to spend \$17,000 until we have a handle on what the future on the Municipal Services will be. Project needs to be put off for now.

**h. Dog Park Fence Update**

The fence is ready to go, Town & Country is going to be surveying a 30 foot off set of the property lines. Should be open by August 1<sup>st</sup>.

**i. W&L adjacent property (6936 N Old Hwy 92)**

Renly stated as an fyi that the resident contacted him and let him know that they are open to the possibility of the City purchasing their piece of land.

**10. City Engineer Report**

**a. Sub-division / Development Update**

Brian has been working with the developers, kicking that along. Brian's next big task will be reviewing the Dollar General flood plans.

**b. Inflow and Infiltration Study (Placeholder)**

Still waiting for an adequate amount of rain to test the system.

**c. Roadway construction & other project updates. (Placeholder)**

- **First & Second St Projects**

Progress is being made; they will be bringing in extra crews to help catch up from the recent rain. The crew should be adjacent to the school this week and next will be bring a road crew next week to start reconstructing Second St, and getting it all ready for curb and gutter in the next couple of weeks.

- **Sidewalks**

On Hold, due to the 4<sup>th</sup> of July. Will restart after the holiday.

**11. Administrative Staff's Report**

**a. Discussion and motion to recommend to Council approval of the contract with Ehlers Public Finance Advisors for a Stormwater Utility Rate Study.**

Our expenses are out pacing our revenues and it's become a problem, it is impacting the borrowing we are going to be doing. We are unable to do a revenue bonds and our revenues don't meet the coverage requirement for the stormwater part. Ehlers stated that we do need to increase our stormwater rates.

Ladick made a motion to recommend to Council to approve the contract with Elhers Public Finance Advisors for Stormwater Rate Study, 2<sup>nd</sup> by Lewis. Motion carries 3-0

**b. Non-Collectable Utility Accounts Review (Placeholder)**

Non-Collectables are down from April to present.

**c. West Side Park Progress (Placeholder)**

Nothing new

**12. WPPI**

**a. Amy Wanek – ESR Report**

Amy has received 2 new solar applications

Amy has been able to touch base with some key accounts.  
PSC has pushed back the Renewable Energy Block Rate from July 1 to Aug 1. At this time customers will be able to choose to get a green rate for \$2.00. WPPI is working on marketing materials.

### **13. Old Business**

- **Youth Center Update**

The floors are ripped out, Dale will be picking out vinyl flooring. Home Depot is getting us a quote on indoor/outdoor carpeting, still waiting for that.

- **Holiday Lights**

Committee has decided to go with the larger lights, 2 different designs. Total quote \$18,886. Tourism has committed \$5,000, Economic Develop \$4,500 (with consent of the Council) possible CTC fund from Customer Service & Branding, this is the biggest fund. Brooks is hoping to get some money from CS&B. We have some time, will not see a bill until the end of year.

### **14. New Business**

None

15. Upcoming Meeting Date, July 27<sup>th</sup>, 2021 at 5:00 pm

In Person Meeting

16. Adjourn

6:09 pm

James Brooks, Committee Chair

*Please turn off all cell phones and electronic devices before meeting commences. If you have any special accessibility issues, please contact Evansville City Hall at 608-882-2266 prior to the scheduled meeting. Thank you.*